

## **IC 31-33-20**

### **Chapter 20. Automated Child Protection System**

## **IC 31-33-20-1**

### **Establishment**

Sec. 1. The department shall establish and maintain an automated child protection system.

*As added by P.L.1-1997, SEC.16. Amended by P.L.234-2005, SEC.162.*

## **IC 31-33-20-2**

### **Components**

Sec. 2. The system consists of the following components:

- (1) One (1) computer to be purchased for every two (2) child welfare caseworkers.
- (2) Automated risk assessment in which a child welfare worker or supervisor is able to review a substantiated child abuse and neglect case to determine prior case history during the intake, investigation, assessment, and case management processes.
- (3) The capability to allow supervisors to monitor child abuse and neglect cases and reports relating to the cases.
- (4) The automated production of standard reports to enable the automated compilation of information gathered on forms used by child welfare workers to report the information and results of child abuse and neglect cases. The system must also provide for the automation of other data for planning and evaluation as determined by the department.
- (5) The capability of same day notification and transfer of statistical information to the department regarding new and closed child abuse and neglect cases.
- (6) The enabling of child welfare supervisors to review a child abuse or neglect case at any point after the case is initially determined to be substantiated abuse or neglect to confirm the status of the case and allow for the consolidated management of cases.
- (7) The capability for adjustment to the system's programming at a later date if additional reporting requirements occur at a later date.
- (8) A word processing capability to allow case notes to be recorded with each substantiated child abuse and neglect case.

*As added by P.L.1-1997, SEC.16. Amended by P.L.234-2005, SEC.163.*

## **IC 31-33-20-3**

### **Additional components**

Sec. 3. (a) In addition to the components under section 2 of this chapter, the system must have the capability to maintain a case history file.

(b) Whenever a child abuse or neglect case is substantiated as provided under IC 31-33-17-2, the system must have the capability

to transmit the information regarding the case to the department.

(c) Whenever a person enters a new child abuse or neglect report into the system, the system must have the capability to automatically search:

- (1) within the county; and
- (2) within the child abuse and neglect registry maintained by the department under IC 31-33-17;

for reports that match the name of the perpetrator, victim, or person who is legally responsible for the victim's welfare with the persons named in the new report as described in this chapter.

(d) If the system identifies a previous, substantiated report, the system must have the capability to transfer the report to the county where the new report originated not later than twenty-four (24) hours after receipt of the new report. If the previous, matching report is located, a case history extract must be made available to the assigned caseworker.

*As added by P.L.1-1997, SEC.16. Amended by P.L.234-2005, SEC.164.*

#### **IC 31-33-20-4**

##### **Levels of security for confidentiality; comprehensive system for limited access to information**

Sec. 4. At least ten (10) levels of security for confidentiality in the system must be maintained. The system must have a comprehensive system of limited access to information as follows:

- (1) The system must be accessed only by the entry of an operator identification number and a person's secret password.
- (2) Child welfare caseworkers and investigators must be allowed to access only cases that are assigned to the caseworker or investigator.
- (3) Child welfare supervisors may access only the following:
  - (A) Cases assigned to the supervisor.
  - (B) Cases assigned to a caseworker or an investigator who reports to the supervisor.
  - (C) Cases that are unassigned.
- (4) To preserve confidentiality in the workplace, case welfare managers, as designated by the department, may access any case, except restricted cases involving a state employee or the immediate family member of a state employee who has access to the system. Access to restricted information under this subdivision may be obtained only if an additional level of security is implemented.
- (5) Access to records of authorized users, including passwords, is restricted to:
  - (A) users designated by the department as an administrator; and
  - (B) the administrator's level of administration as determined by the department.
- (6) Ancillary programs that may be designed for the system may not be executed in a manner that would circumvent the system's

log on security measures.

(7) Certain system functions must be accessible only to system operators with specified levels of authorization as determined by the department.

(8) Files containing passwords must be encrypted.

(9) There must be two (2) additional levels of security for confidentiality as determined by the department.

*As added by P.L.1-1997, SEC.16. Amended by P.L.234-2005, SEC.165.*

### **IC 31-33-20-5**

#### **Duties of Indiana criminal justice institute**

Sec. 5. The Indiana criminal justice institute shall do the following:

(1) Coordinate training for persons who operate the automated child protection system under this chapter.

(2) Ensure that a representative from each of the following conducts part of the training:

(A) A law enforcement agency.

(B) An office of the county prosecuting attorney.

*As added by P.L.1-1997, SEC.16.*